



Requesting a Re-determination

If your first request for a drug is not approved, you can ask for that decision to be looked at again. This is called an appeal. You must ask for an appeal within 60 days. If you need more than 60 days we can give you more time. You must have a good reason for missing the deadline. You may ask for a drug that is not on our list of covered drugs if you think you need it. You can ask for an exception if you think a rule does not apply to you. You can ask for an exception to the limit of how much medicine you can get. You can ask for an exception if you think you do not need a special okay to get a drug (prior tiering exception). Your prescriber must give a statement to support this. You or your prescriber can ask for a faster appeal (expedited). You can also ask for a standard appeal. To ask for an appeal, please call the Member Services number on your Passport Health Plan ID card. You can mail your appeal to 7050 Union Park Center, Suite 200, Midvale, Utah 84074. Please include your name, address, Member ID number, the reasons for appealing, and any proof you wish to attach. If your appeal is for a drug that is not covered, your prescriber must show why a covered drug would not be as good to treat your health problem. Passport Health Plan will look at your case again and decide. If any of the drugs you requested are still not approved you can ask for a third review of your case by a reviewer outside of Passport Health Plan (independent review). If you do not agree, you will have the right to appeal again. You will get more notice of your appeal rights if this happens.

You can get this document for free in non-English language(s) or other formats, such as large print, braille, or audio. Call (800) 665-3086. The call is free.

Passport Health Plan complies with applicable Federal civil rights laws and does not discriminate on the basis of race, ethnicity, national origin, religion, gender, sex, age, mental or physical disability, health status, receipt of healthcare, claims experience, medical history, genetic information, evidence of insurability, geographic location.

ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al (800) 665-3086 (TTY: 711).